

Approved 9/8/11

**JOINT CAPITAL PLANNING COMMITTEE MINUTES
February 26, 2011**

The meeting was called to order at 10:25 a.m. in the Town Room, Town Hall.

Present: Emily Lewis, Sarah McKee, Kay Moran, Doug Slaughter, Jim Wald.

Others present: Town Manager/Finance Director John Musante, LSSE Director Linda Chalfant, LSSE Assistant Director Barbara Bilz, Acting Jones Library Director Tevis Kimball, Jones Library Facilities Director George Hicks, Comptroller Sonia Aldrich, Conservation and Development Director David Ziomek, Planning Director Jonathan Tucker, Principal Assessor David Burgess.

Jones Library

Tevis Kimball, acting library director, presented the library's two capital requests for FY 12. First is \$8,000 to add to the \$50,000 appropriated last year to replace the Jones Library cooling tower. The job estimate came in \$8,000 higher than was anticipated last year. If the deteriorating cooling tower fails, the library will lose air conditioning. If funded, the job would be done in the fall, said library Facilities Director George Hicks.

The library's second request is for \$15,000 to replace carpeting in the atrium and other areas, a continuation of the entrance area carpet replacement about to begin using money appropriated several years ago. McKee said the carpet costs \$5 per square foot, has a 20-year guarantee, and can be seamlessly patched.

The library will submit a request for \$160,000 in FY 13 to repair/replace the Jones Library's six chimneys, original to the building, which are deteriorating.

Assessors

Principal Assessor David Burgess outlined the request of \$80,000 from the Assessing Department for help with the triennial recertification of assessed property values. \$50,000 would be used for Real Estate recertification and \$30,000 for Personal Property recertification. The vendor would review all data and work with the Department of Revenue to set the values in a timely manner for tax billing. He stated that normally the department would undertake this work itself but is currently in the process of inspecting all residential properties in the Town, thus the need for assistance. The inspection of all residential properties is long overdue and needed to improve the accuracy of the property cards and thus the valuation of the properties.

Planning

Jonathan Tucker explained the Planning Department capital requests and updated the committee on projects currently underway. The Planning Department's top priority for

funding in FY 12 is \$100,000 for Town-wide GIS mapping with flood area analysis. The creation of new FEMA Flood Insurance Rate Maps and new Flood-Prone Conservancy (FPC) zoning district boundaries are the primary tangible outcomes of this project. Additionally, the department has \$12,500 for ongoing replacement of street trees and \$15,000 for continued support of the Downtown way finding sign system. Tucker briefly outlined the current status of the Kendrick Park design process and the potential future capital needs for that project.

Conservation

Conservation and Development Director David Ziomek stated the future capital needs of Puffers Pond may be in the hundreds of thousands of dollars but that the Conservation Department would seek grant funding to reduce the size of the capital request.

Leisure Services and Supplemental Education and Cherry Hill Golf Course

LSSE Director Linda Chalfant, LSSE Assistant Director Barbara Bilz, described the capital requests for LSSE and the Cherry Hill Golf Course. The highest priority is the replacement of the 24 year old fairway mower at Cherry Hill Golf Course. This item is \$42,000 but would be purchased via a 3 year lease-to-own process. The FY 12 capital request for this item is \$14,154. \$5,000 for mold abatement in the basement offices of LSSE in the Bangs Center is also requested. Chalfant updated the committee on the capital needs for the War Memorial pool and stated that the LSSE Commission has this as its highest priority in the coming year.

Adjournment

The meeting was adjourned at 11:52 a.m.

Documents Received

Complete summary sheet of library capital requests

Corrected summary sheet of Fire Department capital requests

JCPC draft capital plan dated 1/28/11

Page describing the Jones Library carpeting request

Page describing the Jones Library cooling tower request for additional funds

Pages describing the Jones Library chimney restoration project

Draft list of Community Preservation Act FY 12 proposals, which haven't been voted on

Minutes submitted by Douglas Slaughter